

10 KAR 6:010. Duties of the Early Childhood Advisory Council.

RELATES TO: KRS Chapter 13B, 199.8996, 200.151, 200.700, 200.703, 200.705, 200.707
STATUTORY AUTHORITY: KRS 200.703(5)

NECESSITY, FUNCTION, AND CONFORMITY: KRS 200.703(5) requires the Early Childhood Advisory Council to promulgate administrative regulations to coordinate and improve early childhood development services, outcomes and policies; establish procedures that relate to its governance; designate service areas of the Commonwealth where the community early childhood councils may be established to identify and address the early childhood development needs of young children and their families for the communities that they serve; establish procedures for the monitoring of grants, services, and activities of the community early childhood councils and their governance; establish procedures for accountability and measurement of success of programs that receive funds from the authority; and establish standards for the payment of funds to a designated service provider and grantee of a community early childhood council. This administrative regulation establishes procedures for the governance of the Early Childhood Advisory Council and procedures for disbursement of funds, in accordance with KRS 200.700(1), from the Early Childhood Development Fund to programs that support and promote early childhood development.

Section 1. Definition. "Council" means the Early Childhood Advisory Council.

Section 2. Duties of the Council. The council shall:

- (1) Fulfill the requirements of KRS 200.700 and 200.703;
- (2) Disburse funds, to the extent that funds are available, from the Early Childhood Development Fund established by KRS 200.151, to programs that support and promote early childhood development;
- (3) Consult with and request information from the following agencies for the purpose of monitoring services that improve, enhance, or promote early childhood development:
 - (a) Cabinet for Health and Family Services;
 - (b) Education and Workforce Development Cabinet;
 - (c) Kentucky Department of Education;
 - (d) Finance and Administration Cabinet;
 - (e) Kentucky Higher Education Assistance Authority; and
 - (f) Any other agency that contracts with the council to provide services; and
- (4) Collect annual reports from the Cabinet for Health and Family Services pursuant to KRS 199.8996(2), (3), and (4).

Section 3. Governance. (1) Each meeting of the council shall:

- (a) Be announced and open to the general public;
 - (b) Be conducted according to Robert's Rules of Order; and
 - (c) Meet pursuant to KRS 200.700(7).
- (2) A majority of voting members or their designees, if applicable, present at a meeting shall constitute a quorum for the transacting of business. A majority vote of members present at a meeting in which a quorum is present shall be required for the council to take action.

Section 4. Service Areas and Community Early Childhood Councils. (1) A service area required by KRS 200.703(5)(c) shall not be smaller than a county.

(2) More than one (1) county may form a partnership for the purpose of creating a community early childhood council.

(3) A community early childhood council shall be formed in accordance with KRS 200.707(1) to (3).

Section 5. Eligibility Requirements for Receipt of Funding by a Community Early Childhood Council. (1) A community early childhood council that applies for funds disbursed by the council shall submit a proposal that complies with KRS 200.707(5) and includes the following:

- (a) Service area assessment that describes the area's:
 - 1. Existing resources; and
 - 2. Early care and education program availability, quality, and participation;
 - (b) Project overview that describes how a council intends to address the needs of the area served by the council;
 - (c) Work plan that identifies:
 - 1. Each activity that contributes to successful implementation of the project overview;
 - 2. Individual or group responsible for each activity; and
 - 3. Timeframe for completion of each activity;
 - (d) Budget and budget justification that demonstrates how the requested funds shall be used to support the proposal; and
 - (e) Anticipated outcomes that may include:
 - 1. Encouraging partnerships of licensed child care centers, certified family child care homes, or public preschool providers that provide high quality learning environments for children who reside in a service area covered by the community early childhood council;
 - 2. Increasing the number of child care providers that participate in Kentucky's quality rating and improvement system through program and parent education;
 - 3. Providing information, education, and support to families through partnerships with schools and community organizations; and
 - 4. Increasing the number of children, particularly those at risk, participating in high quality early child care and education programs.
- (2) A review team established by the council shall:
- (a) Prioritize each grant proposal; and
 - (b) Recommend to the council:
 - 1. Which grant proposals shall be funded; and
 - 2. The amount of each award.
- (3) The council shall:
- (a) Make the final funding determination; or
 - (b) Refer a grant proposal for further review during subsequent meetings.
- (4) A community early childhood council that receives funds from the Early Childhood Advisory Council shall:
- (a) Comply with the reporting requirements specified in KRS 200.707(6);
 - (b) Submit a roster of members that includes:
 - 1. The geographic area represented by each member; and
 - 2. Place of employment of each member; and
 - (c) Submit minutes of each meeting to the council.

Section 6. Accountability. (1) The council shall use the eMARS, or enhanced Management Administrative Reporting System, for the purpose of measuring accountability and the success of a program that receives early childhood development funds.

(2) The council may take adverse action, as described in KRS 200.703(6), if a recipient of early childhood development funds fails to meet the council's requirements for grant participation.

(3) Appeal of an adverse action may be made to the council in accordance with the procedures established in KRS Chapter 13B. (28 Ky.R. 718; 1104; eff. 10-17-2001; 43 Ky.R. 756, 1161; eff. 2-3-2017.)